

Toolkit Webcast Orientation



Indiana Public Health Workforce Development Education and Training Toolkit

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Office of Public Health Performance Management

March 16, 2011



Agenda



- Welcome
- Sign-In
 - Please send an email to OPHPM@isdh.in.gov stating the name of your health department
- Opening Remarks
 - Dr. James Howell, Assistant Commissioner
- Background
- Toolkit contents and use
- Questions

Indiana Public Health Workforce Development Project



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**Agencies represented on the
Executive Advisory Committee:**

- **Area Health Education Center**
- **Ball State University**
- **Indiana Environmental Association**
- **Indiana Primary Health Care Association**
- **Indiana Public Health Association**
- **Indiana Public Health Foundation**
- **Indiana Rural Health Association**
- **Indiana State Department of Health**
- **Ivy Tech Community College**
- **Office of Public Health Practice (IUPUI)**
- **Purdue University**
- **SACCHO**
- **Union Hospital Health Group**

Indiana Public Health Workforce Development Project



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Agencies represented on the Workgroup:

Local Health Departments

- Clark County
- Dubois County
- Fountain/Warren County
- Ft. Wayne/Allen County
- Hamilton County
- Hendricks County
- Henry County
- Johnson County
- Monroe County
- Porter County
- Tippecanoe County
- Vanderburgh County
- Wayne County

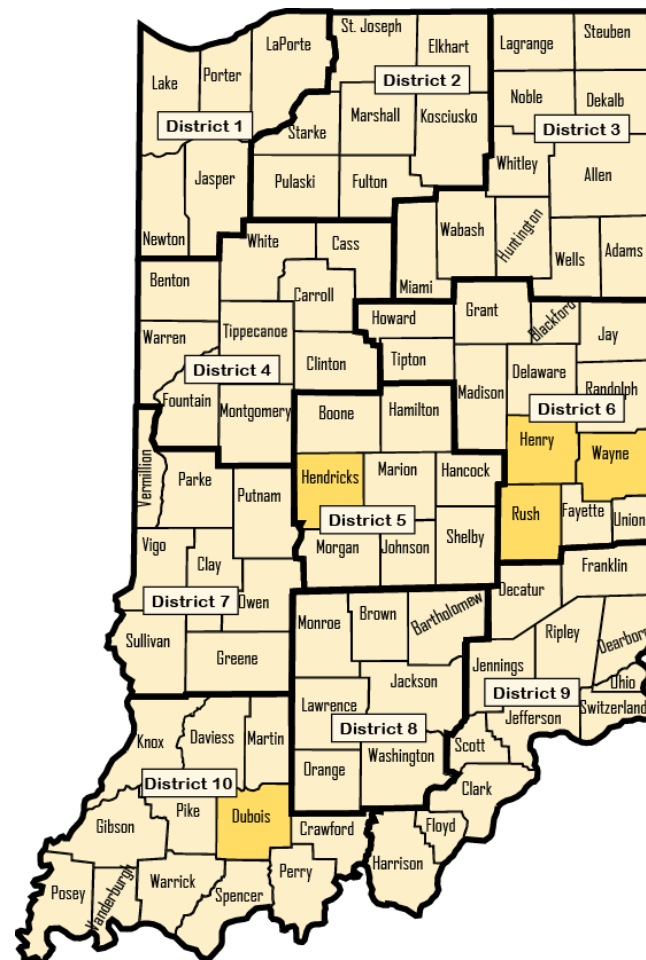
Other Agencies

- Indiana Public Health Association
- Indiana State Department of Health
- Ivy Tech Community College
- Office of Public Health Practice (IUPUI)

Counties Participating In Toolkit Evaluation



Rush	17,175
Dubois	41,419
Henry	47,827
Wayne	67,551
Hendricks	140,506



Overarching Goal: To Assure a Competent Workforce



10 Essential Public Health Services

Essential
Service 8



Goals



- To achieve standardization within the public health workforce
- To help Indiana's local health departments work toward accreditation

Objectives



- To create a simple method of documentation for education and training
- To create a workable, usable toolkit for local health departments
- To encourage local health departments to adopt the toolkit

Public Health Status



- Public health is not well known to the public or to policy makers
- Public health efforts are drastically underfunded, poorly organized and fragmented
- Public health needs are not being fully met

Public Health Worker Ratio



- National average of public health workers is 138 per 100,000 (*Center for Health Policy 2000*)
- Indiana average of public health workers is 46 per 100,000 (*Center for Health Policy 2000*)
- Indiana ranks 49th in the U.S., with only Pennsylvania having fewer public health workers (37/100,000) (*Center for Health Policy 2000*)

Source: Columbia University School of Nursing,
Center for Health Policy, 2000

Funding Comparison



- Midwest states received the least funding for disease prevention in FY 2009 - \$16.50 per person
- Other areas of the country:
 - Northeastern states - \$19.80 per person
 - Southern states - \$19.75 per person
 - Western states - \$19.22 per person

Source: March 2010 TFAH and RWJ Report
at <http://healthyamericans.org/report/74/federal-spending-2010>

Funding Comparison



- **Indiana's Rankings:**

- 48th - Federal Funding from the CDC FY 2009 (\$14.25 per capita)
- 50th - Federal Funding from Health Resources and Services Administration FY 2009 (HRSA - \$13.63 per capita)
- 47th - State Funding for Public Health FY 2008-2009 (\$12.64 per capita)

Source: 2010 Trust For America's Health (TFAH)
Report at <http://healthyamericans.org/states/?stateid=IN>

Impact of Workforce Development



- Currently, about 95% of health spending goes to medical care & research
- Strong evidence shows that behavior & environment are responsible for more than 70% of avoidable mortality
- A larger and better public health workforce can appreciably improve health

How Can Indiana Improve?



- We need a means to validate the impact and performance of public health. We are virtually invisible now.
- State and local public health departments must be data driven to measure and validate performance.

Benefits of Workforce Development and the Education and Training Toolkit



- Better educated and trained workforce
- Better services delivered to the public
- Increased recognition of public health
- Job satisfaction
- Healthier communities
- Documentation aiding in public health validation and accreditation

Slide Presentation Recommendations



- LHD Staff:
Slides 1–6, 8–12, 14–29, 33
- County Council/County Commissioners:
Slide 1–7, 9–19, 23–25, 27-28, 30 and/or 31, 33
- Local Board of Health:
Slides 1–7, 8–12, 14–28, 32-33

Toolkit Sections



- Part 1 – Introduction
- Part 2 – How to Use This Toolkit
- Part 3 – Toolkit Table of Contents
- Part 4 - Toolkit



Part 1 – Introduction



- Background
- Vision and Mission
- Goals and Objectives
- Values and Philosophy
- Linking the toolkit to Accreditation
- Introduction to 10 Essential Public Health Services
- Results from the Local Health Department Training Needs Assessment from 2008/2009

Part 2 – How to Use This Toolkit



- Review background, mission, vision, justification for plan (Part 1)
- Become familiar with 10 Essential Public Health Services (Part 1)
- Review 10 Essential Services and Core Competencies Matrix (Appendix 1)
- Become familiar with toolkit contents (Tools A-H, Appendix)
- Review applicable skill sets and resource lists (Tools C and F)
- Develop an individual performance plan (Tool D)
- Document all activities (Tools C, D, and E)
- Locate and add to resource list (Tool F) – use for training
- Additional information provided in Appendices

Parts 3 and 4



- Part 3 – Toolkit Table of Contents
- Part 4 – Toolkit Documents



Tools A and B



- Tool A
 - Brochures for Job-Specific Public Health Functions
- Tool B
 - Indiana Code and Public Health Functions Tables
 - Required functions
 - Functions local health departments may perform

Tool C - Sample Skill Sets and Templates for Public Health Job Functions



- C.0 Blank Skill Set Check List
- C.0.1 Information on Credentialing and Certification
- C.1 General Local Health Department Skill Set
(for all staff)
- C.2 Vital Records Skill Set
- C.3.1 Environmental – General Skill Set
- C.3.2 Environmental – Food Safety Specialist Skill Set
- C.3.3 Environmental – Swimming Pool Inspection Skill Set

Tool C continued



- C.3.4 Environmental – Tattoo and Body Piercing Facility Inspection Skill Set
- C.3.5 Environmental – Onsite System Inspection Skill Set
- C.4.1 Public Health Nursing – General Skill Set
- C.4.2 Public Health Nursing – Immunization Skill Set
- C.4.3 Public Health Nursing – Communicable Disease Skill Set
- C.5 Health Educator Skill Set
- C.6 Public Health Preparedness and Emergency Response Skill Set
- C.7 Health Officer Qualifications

Tools D - H



- Tool D - Individual Performance Plan
- Tool E - Additional Individual Training Log
- Tool F - Resource List for Public Health Education and Training
- Tool G - Marketing Plan
- Tool H - Marketing PowerPoint

Appendices



- Introduction to Appendix 1
- **Appendix 1**
10 Essential Public Health Services and Core Competencies Matrix
- **Appendix 2**
Indiana Code and Indiana Administrative Code (concise)
- **Appendix 3** References

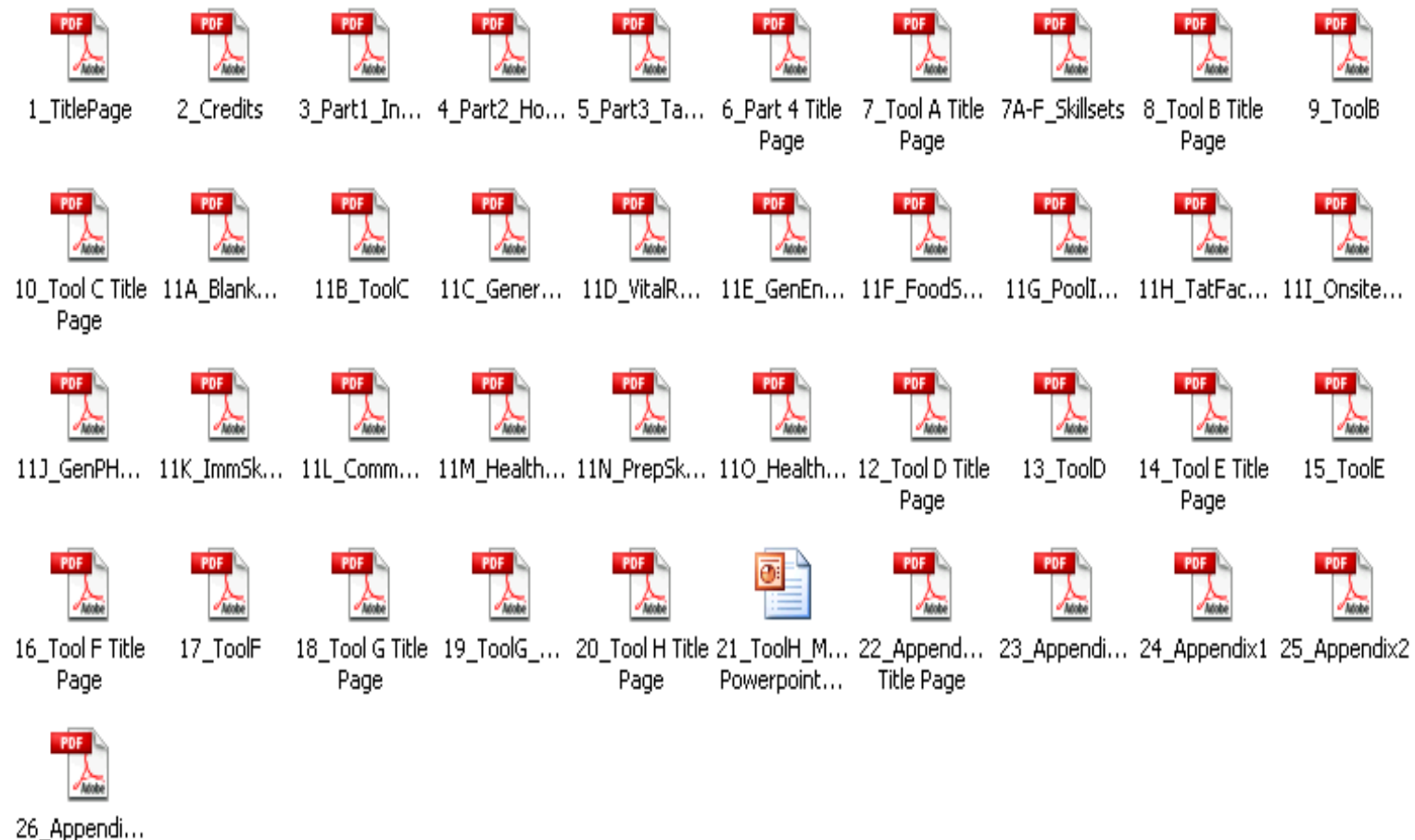


Time to review the CD

Screen Shot of Files on CD



Files Currently on the CD



Tool A – Brochures for Job Functions



The Vital Records Clerk or Registrar is concerned with keeping accurate birth and death records.

The role of Vital Records is an important part of public health in monitoring birth and death trends in the community. A Vital Records Clerk or Registrar needs skills in a variety of areas, including knowledge of birth and death records and their corresponding systems, genealogies, paternity affidavits, and emergency preparedness. Below is a list of some of the skills required of a Vital Records Clerk or Registrar:

- Maintain a Continuity of Operations Plan (COOP) for accurate recording of births and deaths during a public health emergency
- Work with local health department staff and community agencies to respond to public health emergencies

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- Familiarity with the Indiana Vital Records Association (IVRA)
- Communicate with the public, county offices, hospitals,

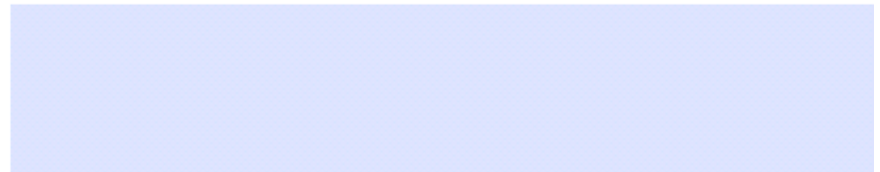
Tool A - Brochures for Job Functions



Environmentalists and/or Environmental Health Specialists are concerned with environmental health and potential hazards in the environment. Environmentalists need skills in a variety of areas, including assessment, knowledge of diseases and health hazards, inspections of establishments such as restaurants and tattoo and body piercing facilities, inspections of swimming pools and onsite systems, and emergency preparedness. Below is a list of some of skills required of an Environmentalist:

- Assess the community for potential environmental health hazards
- Enforce laws consistent with protecting the community from environmental health hazards

- Provide education on health hazards and compliance with laws and ordinances to operators of pools
- Inspect onsite septic systems and issue permits
- Enforce laws and ordinances for onsite systems and educate septic installers
- Work with local health department staff and community agencies to identify public health threats
- Participate in policy-making and planning for public health emergencies
- Work with local health department staff and community agencies to respond to public health emergencies



Tool B – Indiana Code and Job Functions



CODE	POSSIBLE TITLE/DEPT AT LHD	JOB FUNCTIONS/RESPONSIBILITIES
RAILROAD CAMP CARS – requiring inspection and allowing licensing of railroad mobile camp cars		
IC 8-9-10 (Indiana Camp Car Sanitary Rules) 410 IAC 6-14 (Indiana Camp Car Sanitary Rule)	<ul style="list-style-type: none">· Shared duties among the Environmental divisions. Inspections are done using a “team approach” with three inspectors – one food inspector, one pollution control inspector and one vector control and/or environmental services inspector· Environmental Health Specialist· General Sanitarian	<ul style="list-style-type: none">· Inspect and possible licensure of mobile railroad camp cars per statute and all associated duties· Order the abatement (and allowable recourse) of conditions that may transmit, generate, or promote disease

Tool B - Indiana Code and Job Functions



CODE	POSSIBLE TITLE/DEPT AT LHD	JOB FUNCTIONS/RESPONSIBILITIES
CHILDHOOD LEAD POISONING – reporting, monitoring, case management, and preventative procedures for childhood lead poisoning		
410 IAC 29 (Lead Poisoning Rule) IC 16-41-39.4 (Childhood Lead Poisoning)	<ul style="list-style-type: none">· Public Health Nurse· Lead Case Worker· Lead and Healthy Homes Director· Environmental Technician· Environmental Health Specialist· Health Educator	<ul style="list-style-type: none">· Reporting, monitoring, case management, and preventative measures for childhood lead poisoning· Lead case management· Lead assessments· Education and outreach

Tool C – General LHD Skill Set



INDIANA PUBLIC HEALTH WORKFORCE DEVELOPMENT EDUCATION & TRAINING TOOLKIT

Individual Learning Needs Assessment/Skills Checklist

NAME: _____ DIVISION: ALL HEALTH DEPARTMENT PERSONNEL

SIGNATURE OF APPROVING AUTHORITY: _____ DATE: _____

EMPLOYEE SIGNATURE: _____ DATE: _____

GENERAL LHD SKILL SET (C.1)

Date	Category	Criteria for evaluation	Skill met / evaluation date	Skill unmet / evaluation date	Resources to address learning needs	Date for skill to be met
	Scope of Public health	1. Verbalizes understanding of basic scope of public health				
		2. Verbalizes understanding that the work of the local health department may need to be conducted during non-business hours at times; demonstrates flexibility in meeting local health department service needs				
		3. Identifies and applies the 10 Essential Public Health Services				
	Government structure	Identifies levels of government and the impact on public health (local, state, national)				

Tool C – Food Safety Skill Set



Date	Category	Criteria for evaluation	Skill met / evaluation date	Skill unmet / evaluation date	Resources to address learning needs	Date for skill to be met
	Regulatory	1. Demonstrates ability to understand and interpret complex laws, regulations, and procedures from federal, state, and local levels				
		2. Demonstrates understanding of Indiana Code with regard to food safety				
	Equipment	1. Demonstrates the ability to use the following equipment: • thermometer (indicate type of thermometer used: <input type="text"/>) • light meters • thermo-labels • inspection computer software • pH meter • any other applicable equipment				

Tool F – Resource List for Education and Training



POSITION/SKILL	TYPE OF TRAINING		LEVEL OF TRAINING			WHERE TO FIND TRAINING	*COST?	
	Online	In-Person	Beginner	Intermediate	Advanced		Yes	No
Control of Disease								
Food borne Disease (on demand)		X	X			ISDH, Epi Resource Center		X
Outbreak Investigation (on demand)		X	X	X		ISDH, Epi Resource Center		X
BIOL 100 Human Biology		X	X			IVY TECH COMMUNITY COLLEGE		
BIOL 101 Introductory Biology		X	X			IVY TECH COMMUNITY COLLEGE		
BIOL 110 Entomology		X	X			IVY TECH COMMUNITY COLLEGE		
BIOL 211 Microbiology I		X				IVY TECH COMMUNITY COLLEGE		
BIOL 220 Environmental Science		X	X			IVY TECH COMMUNITY COLLEGE		
(BIOL 120 in Fall 2010)						IVY TECH COMMUNITY COLLEGE		
Emerging and Reemerging Infectious Disease	X		X	X		North Carolina Center for Public Health Preparedness: access at: http://ncphp.sph.unc.edu/training/training_list/		X

Tool F - Resource List for Education and Training



POSITION/SKILL	TYPE OF TRAINING		LEVEL OF TRAINING			WHERE TO FIND TRAINING	*COST?	
	Online	In-Person	Beginner	Intermediate	Advanced		Yes	No
Swimming Pools								
Certified Pool Operator (annually)		X	X			ISDH, Environmental		X
Public Safety AAS Environmental Health & Safety Concentration	X	X			X	IVY TECH COMMUNITY COLLEGE		
Indiana Environmental Health Association						Spring and Fall Conference www.iehaind.org	\$\$\$	



QUESTIONS

Questions and Answers



- Please call-in or email questions
- Call-in questions dial 1-866-899-5399 and then the pass code is ***9151728***
- Email questions to OPHPM@isdh.in.gov

Thank you!



- Webcast from today will be archived
- Presentation and toolkit files available online on the LHD SharePoint site
- Please remember to send an email to reflect your participation today
OPHPM@isdh.in.gov

Thank you!



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